

15 March 1956

Chief, Management Staff

Chief, O&M Staff (ID/P Area)

DD/P Area Weekly Report for Period 8 March Through 14 March 1956.

1. T/O Proposals Processed: One T/O representing one (1) position (with ceiling) was transferred from FE to DD/P/PPG.
2. T/O Proposals in Process: A total of six (6) T/O proposals are in process. Three (3) of these represent major DD/P elements (WH, EE and PPG), the remaining three (3) are lesser actions.
3. Study of Staff Employee and Staff Agent Procedures and Policies: Interviews and compilation of statistics continued. The test case is held up in FI Projects Branch pending project amendment to authorize position change under project ceiling.
4. MS Project 6-7 "Study of Possible Merger of the Cable Secretariat and the Signal Center": No development. [REDACTED] has withheld concurrence since 19 January 1956. 25X1A9a
5. Manpower Control System: Proposed Communications Planning Paper and procedures for the system was discussed 12 March 1956 with Chief, Budget Division, Comptroller's Office and representatives of Commo and Personnel. Comptroller's approval is anticipated this week.
6. MS Project 6-19 "Study of OTR Clerical Training": No progress during this period.
7. New Project: Survey of periodical handling procedures in DD/P; requested by Chief, RCM/OIS and concurred in by Chief, Machine Methods Unit, DD/P.
8. MS Project 6-18 "Study of Delays in Pouch Service": Completed and forwarded to the DD/S on 9 March 1956.
9. SR Division: SR T/O has been finalized with Management assistance in the Division and is being submitted to the SEA - DD/S.
10. I.O. Division: Project annex of I.O. (MS 678) is ready to be typed.
11. Vacuum Tube Project: Initiated during this period.
12. Name Check Project: Initiated during this period.

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13. Backlogged Projects: Six (6) projects have not been started because of lack of personnel.

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Chief, O&M Staff, (ID/P Area)

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